**ROBERTTOWN LANE PRE-SCHOOL**

 **WHO’S WHO**

**Chairperson: Gemma Ellis Treasurer: Dawn Calvert Leader: Janet Bolt**

**NEWSLETTER**

 November 2018

**Fundraising**

This terms fundraising event was the Sponsored Stick – Many thanks to all the children who took part we have currently raised £218.40. We hope you agree the display looks fantastic. Your support is greatly appreciated!

 

**Date for your diary**

**Childrens christmas party is the 20th of December 11am-1pm. Please note pre-school closes on Wednesday 19th December.**

**Our new administrator Lucy Witts has joined us this week.**

**Nursery Education Funding**

If your child is eligible for funding from January’19 and you think you may qualify for the free 30hours, you need to apply for a code now, to find out if you are eligible for these schemes and to get a code, go to [www.childcare.tax.service.gov.uk](http://www.childcare.tax.service.gov.uk) for more information.



Raise donations for your child’s preschool when you shop online. Pre-school is registered with Easyfundraising.org.uk. This is an easy way to raise money for pre-school, there are thousands of retailers signed up to this and when you shop online with them they will give a percentage of your spend to pre-school. All you have to do is log onto easyfundraising.org.uk, support a good cause, Roberttown Lane Preschool, fill in your details and shop on the website you wish.

Retailers available include Amazon, M&S, Next, John Lewis, Boots, Sainsbury’s and many more, please take a look. Thank you for your help.

**GENERAL INFORMATION & REMINDERS**

* **PARKING – PLEASE CAN WE ASK THAT YOU DO NOT PARK ON THE LANE UPTO PRESCHOOL BETWEEN THE HOUSES AS IT MAKES THE PATH VERY MUDDY AND BLOCKS EMERGENCY ACCESS. Also please be considerate when dropping off or picking up and DO NOT block driveways, we have had complaints from residents in the past. The Cricket Club are happy for us to use their car park.**
* COLLECTION OF CHILDREN – It is extremely important that your child is collected by 12.30 prompt due to insurance purposes (if for unforeseen reasons you are going to be late please telephone).
* ABSENCE - If your child is not attending pre-school for any reason could you let us know as soon as possible. We have to complete an attendance record for Kirklees Funding Department and unknown absences could affect your child’s free entitlement.
* CHILDRENS FOLDERS – PARENT PAGE - A parent page has been inserted into the front of every child’s folder. Please feel free to write any comments regarding your child. It may be something that they have done at home or at another club such as swimming, dancing. We would also be grateful if you could sign and date this each time you look in your child’s folder, this is a requirement of OFSTED to show that the files are available for parents to look at. We thank you for your assistance.
* CHANGE OF CLOTHES - Please can you ensure that your child brings a FULL CHANGE of clothes in their bag and return any spares to us. Can you also ensure they have a coat (& hat as the weather gets colder) as we like to play outside each day.
* PRE-SCHOOL PUMP BAGS, T/SHIRTS AND SWEATSHIRTS - Pre-school Pump bags, T/shirts and sweatshirts are available to purchase in pre-school at £5.00 per pump bag or t/shirt and £10 per sweatshirt. Please see a member of staff.
* SMOKING - Please note that no smoking is permitted on Preschool premises and that this policy also applies to E-Cigarettes.
* ARRIVAL WITH INJURY – If your child has a fall or bump resulting in a cut or graze (or any marks) could you please inform your child’s key person who will assist with completion of the arrival with injury document.